

<p>COMPANY NAME ADDRESS CONTACT DETAILS</p> <p>LOGO</p>	<h2>Direct Debit Request</h2>
<p>Request and Authority to debit</p>	<p>Your Surname or company name: _____</p> <p>Your Given names or ABN/ARBN _____ “you”</p> <p>request and authorise [insert debit user name & user id] to arrange a debit to your nominated account to pay for [describe goods/services provided by debit user].</p> <p>This debit or charge will be arranged by [debit user name]'s financial institution and made through the Bulk Electronic Clearing System Framework (BECS) from <i>your</i> nominated account and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.</p>
<p>Amount of debit</p>	<p>Any amount [debit user name] has deemed payable by <i>you</i></p> <p>OR</p> <p>The amount specified in the invoice we have sent you, for payment on a due date</p> <p>OR</p> <p>\$(_____) monthly/quarterly/annually/other continuing until [end date/cancellation] (select)</p>
<p>Your account to be debited</p>	<p>Name/s on account: _____</p> <p>Financial institution name: _____</p> <p>BSB number (Must be 6 Digits) __ __ __ - __ __ __ </p> <p>Account number __ __ __ __ __ __ __ __ </p>
<p>Your contact details</p>	<p>Address: _____</p> <p>Email: _____</p> <p>Phone: _____</p> <p>The address / email [please choose one] above is the best way for us to write to you</p>
<p>Confirmation</p>	<p>By signing and/or providing us with a valid instruction in respect to your Direct Debit Request you confirm that:</p> <ul style="list-style-type: none"> • you are authorised to operate the nominated account; and • you have understood and agreed to the terms and conditions set out in this Request and in your Direct Debit Request Service Agreement.

<p>Your Signature</p>	<p>Signed in accordance with the account authority on your account:</p> <p>Signature _____</p> <p>Contact details: As above</p> <p>Date ___ / ___ / ___</p>
<p>Second account signatory (if required)</p>	<p>Signed in accordance with the account authority on your account:</p> <p>Signature _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>Email: _____</p> <p>Phone: _____</p> <p>Date: ___ / ___ / ___</p>
<p>Signing for a company</p>	<p><i>You must be authorised to sign on behalf of the company AND you must have authority to operate the Company's bank account.</i></p> <p>Signature of duly authorised officer: _____</p> <p>Position held: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>Email: _____ <i>(Notices will be sent to this email address)</i></p> <p>Phone: _____</p> <p>Date: ___ / ___ / ___</p> <p>Second company signatory (if required)</p> <p>Signature of duly authorised officer: _____</p> <p>Position held: _____</p> <p>Name: _____</p> <p>Address: _____</p> <p>Email: _____</p> <p>Date: ___ / ___ / ___</p>